

Eastern Cape Province: Elundini Local Municipality (EC 141) - Schedule of Service Delivery Standards Table 2020 DRAFT

Standard	Description	Service Level
<b>Solid Waste Removal</b>		
Premise based removal (Residential Frequency)		7 078
Premise based removal (Business Frequency)		221
Bulk Removal (Frequency)	Weekly	
Removal Bags provided(Yes/No)	Yes	
Garden refuse removal Included (Yes/No)	Yes	
Street Cleaning Frequency in CBD	Daily	
Street Cleaning Frequency in areas excluding CBD	Weekly	
How soon are public areas cleaned after events (24hours/48hours/longer)	24 hours	
Clearing of illegal dumping (24hours/48hours/longer)	7 days	
Recycling or environmentally friendly practices(Yes/No)	Yes	
Licensed landfill site(Yes/No)	Yes	
<b>Water Service</b>		
Water Quality rating (Blue/Green/Brown/NO drop)	N/A	
Is free water available to all? (All/only to the indigent consumers)	N/A	
Frequency of meter reading? (per month, per year)	N/A	
Are estimated consumption calculated on actual consumption over (two month's/three month's/longer period)	N/A	
On average for how long does the municipality use estimates before reverting back to actual readings? (months)	N/A	
<i>Duration (hours) before availability of water is restored in cases of service interruption (complete the sub questions)</i>		
One service connection affected (number of hours)	N/A	
Up to 5 service connection affected (number of hours)	N/A	
Up to 20 service connection affected (number of hours)	N/A	
Feeder pipe larger than 800mm (number of hours)	N/A	
What is the average minimum water flow in your municipality?	N/A	
Do you practice any environmental or scarce resource protection activities as part of your operations? (Yes/No)	N/A	
How long does it take to replace faulty water meters? (days)	N/A	
Do you have a cathodic protection system in place that is operational at this stage? (Yes/No)	N/A	
<b>Electricity Service</b>		
What is your electricity availability percentage on average per month?	95%	
Do your municipality have a ripple control in place that is operational? (Yes/No)	no	
How much do you estimate is the cost saving in utilizing the ripple control system?	N/A	
What is the frequency of meters being read? (per month, per year)	1/month	
Are estimated consumption calculated at consumption over (two month's/three month's/longer period)	1 month	
On average for how long does the municipality use estimates before reverting back to actual readings? (months)	1 month	
Duration before availability of electricity is restored in cases of breakages (immediately/one day/two days/longer)	Immediately	
Are accounts normally calculated on actual readings? (Yes/no)	Yes	
Do you practice any environmental or scarce resource protection activities as part of your operations? (Yes/No)	yes	
How long does it take to replace faulty meters? (days)	4hrs	
Do you have a plan to prevent illegal connections and prevention of electricity theft? (Yes/No)	yes	
How effective is the action plan in curbing line losses? (Good/Bad)	Good	
How soon does the municipality provide a quotation to a customer upon a written request? (days)	30 Days	
How long does the municipality takes to provide electricity service where existing infrastructure can be used? (working days)	5 days	
How long does the municipality takes to provide electricity service for low voltage users where network extension is not required? (working days)	5 days	
How long does the municipality takes to provide electricity service for high voltage users where network extension is not required? (working days)	N/A	
<b>Sewerage Service</b>		
Are your purification system effective enough to put water back in to the system after purification?	N/A	
To what extend do you subsidize your indigent consumers?	N/A	
<i>How long does it take to restore sewerage breakages on average</i>		
Severe overflow? (hours)	N/A	
Sewer blocked pipes: Large pipes? (Hours)	N/A	
Sewer blocked pipes: Small pipes? (Hours)	N/A	
Spillage clean-up? (hours)	N/A	
Replacement of manhole covers? (Hours)	N/A	
<b>Road Infrastructure Services</b>		
Time taken to repair a single pothole on a major road? (Hours)	2hrs	
Time taken to repair a single pothole on a minor road? (Hours)	4hrs	
Time taken to repair a road following an open trench service crossing? (Hours)	8hrs	
Time taken to repair walkways? (Hours)	4hrs	
<b>Property valuations</b>		
How long does it take on average from completion to the first account being issued? (one month/three months or longer)	1 month	
Do you have any special rating properties? (Yes/No)	No	
<b>Financial Management</b>		
Is there any change in the situation of unauthorised and wasteful expenditure over time? (Decrease/Increase)	Decrease	
Are the financial statement outsources? (Yes/No)	No	
Are there Council adopted business process structuring the flow and management of documentation feeding to Trial Balance?	Yes	
How long does it take for an Tax/Invoice to be paid from the date it has been received?	within 30 days	
Is there advance planning from SCM unit linking all departmental plans quarterly and annually including for the next two to three years procurement plans?	Yes	

<b>Administration</b>		
Reaction time on enquiries and requests?	3- 5 minutes	
Time to respond to a verbal customer enquiry or request? (working days)	3- 5 minutes	
Time to respond to a written customer enquiry or request? (working days)	3-7 days	
Time to resolve a customer enquiry or request? (working days)	3- 5 minutes	
What percentage of calls are not answered? (5%, 10% or more)	0% ( Automated answering machine)	
How long does it take to respond to voice mails? (hours)	No voicemail facility	
Does the municipality have control over locked enquiries? (Yes/No)	Yes	
Is there a reduction in the number of complaints or not? (Yes/No)	Yes	
How long does it take to open an account to a new customer? (1 day/ 2 days/ a week or longer)		
How many times does SCM Unit, CFO's Unit and Technical unit sit to review and resolve SCM process delays other than normal monthly management meetings?		
<b>Community safety and licensing services</b>		
How long does it take to register a vehicle? (minutes)	3- 5 minutes	
How long does it take to renew a vehicle license? (minutes)	3-5 minutes	
How long does it take to issue a duplicate registration certificate vehicle? (minutes)	3-5 minutes	
How long does it take to de-register a vehicle? (minutes)	3-5 minutes	
How long does it take to renew a drivers license? (minutes)	5-10 minutes	
What is the average reaction time of the fire service to an incident? (minutes)	15 mins urban/45 mins rural	
What is the average reaction time of the ambulance service to an incident in the urban area? (minutes)	N/A	
What is the average reaction time of the ambulance service to an incident in the rural area? (minutes)	N/A	
<b>Economic development</b>		
How many economic development projects does the municipality drive?		7
How many economic development programme are deemed to be catalytic in creating an enabling environment to unlock key economic growth projects?		7
What percentage of the projects have created sustainable job security?		100
Does the municipality have any incentive plans in place to create an conducive environment for economic development? (Yes/No)	yes	
<b>Other Service delivery and communication</b>		
Is a information package handed to the new customer? (Yes/No)	No	
Does the municipality have training or information sessions to inform the community? (Yes/No)	Yes	
Are customers treated in a professional and humanly manner? (Yes/No)	Yes	